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COMMUNITY WATCH IN NORTH CAROLINA

NC Dept. of Crime Control and
Public Safety

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NORTH CAROLINA DEPARTMENT OF CRIME CONTROL AND PUBLIC SAFETY
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September 1977

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Community Watch in North Carolina



YOU AND COMMUNITY WATCH

Community Watch is caring--about our neighbors and ourselves. The purpose of Community Watch is to make us aware of the steps we can take to make our homes more secure against burglary, to show us how neighbors can help each other protect our entire neighborhood and to make our local law enforcement agency more effective in its fight against crime through our involvement and participation.

COMMUNITY WATCH IS WORKING

Our goal is to give a potential criminal the feeling that everyone in the community is watching every move he makes; crime prevention is the objective. Marked houses are feared by all thieves, including professional burglars. They're all ages, sizes and with different motivations. Across America 82% of those burglars involved in break-ins are under 20 years old! In approximately one of three cases, the thieves apparently gained unlawful entry without using force. Burglars are better thwarted than apprehended, and two ways to accomplish this are:

- (1) Make him think someone is home.
- (2) Make it so difficult for him to break into your house that he will either give up or get caught in the process.

HOW TO ORGANIZE COMMUNITY WATCH

First Step-

Call a meeting in a local home, church, community building or volunteer fire department and personally invite every resident in the community. Invite everyone regardless of race or income level. Everyone is hit by crime. Ask a member of your local law enforcement to come to the first meeting.

Second Step-

Get a complete list of names, addresses and phone numbers of everyone taking part in the program and elect a chairman to take charge of the meeting.

Third Step-

The officer then explains the limits of a citizen's role in Community Watch and gives residents suggestions on what to watch for in their homes and in the community. Ask their advice on reporting suspicious activities and crimes.

Fourth Step-

Select the type signs, bumper and window stickers necessary for high visibility in the community, establish a price for each household, collect the funds, and order the materials. Your local sheriff or police department can supply materials free from national associations or security lock companies.

Fifth Step-

Mark all valuable items in your homes and businesses with your North Carolina drivers license number, and improve locks and security systems.

Sixth Step-

Put up signs at the entrance to your neighborhood and in every member's yard on the same day for maximum impact on residents and criminals.

Seventh Step-

Appoint block captains to pass information received from your crime prevention officer to

members on their streets.

Eighth Step-

Schedule monthly meetings of the entire community for additional training sessions. Schedule meetings as needed to keep alive community cooperation, high visibility, and to plan monthly programs.

Ninth Step-

Inform the Governor about your Community Watch Program in order to receive newsletters including ideas from other communities and suggestions for monthly programs.

Tenth Step-

KEEP IN TOUCH WITH YOUR CRIME PREVENTION OFFICER

OFFICER'S ROLE IN COMMUNITY WATCH

- (1) Keep the Community Watch Program chairman informed about any new materials available to them. Attend meetings in the community and share with the people any information he has about burglars working in and around their area.
- (2) Survey homes or businesses at the request of the owners and suggest ways to better secure their property.
- (3) Identify and check out any license number reported to him by a member of a Community Watch Program, and report his findings to the chairman of the program.
- (4) Report to the chairman of the program (in writing) as often as possible showing all break-ins or attempted break-ins in the area, also any information he may have about a vehicle used.
- (5) **KEEP IN TOUCH WITH THE PEOPLE**

COMMUNITY WATCH CHAIRMAN'S ROLE

- (1) Make arrangements for meetings and training programs.
- (2) Purchase Community Watch signs, set times and dates for signs to be displayed.
- (3) Report to block captains all information received from crime prevention officer.
- (4) Receive and report all information from block captains or members to the crime prevention officer or law enforcement agency.
- (5) Furnish every member of the program with an up-to-date list of names, addresses and phone numbers of everyone in the community.
- (6) Furnish every member with an up-to-date list of senior citizens and a list of agencies available to help these people in an emergency.
- (7) **KEEP IN TOUCH WITH THE CRIME PREVENTION OFFICER**

BLOCK CAPTAIN'S ROLE

- (1) To assist the chairman in passing the word to the members of the program.

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- (2) Receive information from members on their block and pass on to Community Watch chairman.
- (3) KEEP IN TOUCH WITH CHAIRMAN

MEMBERS' ROLE

- (1) Watch out for all vehicles, not just vans, trucks, etc. Regular passenger cars, expensive and inexpensive, are being used by thieves and should be considered possibly suspicious. Be prepared to obtain a license number of a suspicious vehicle. Keep your keys handy and a pencil and paper in the car. If you see a slow prowling car in your neighborhood, take the license number. If necessary, follow the car and write down the license number and a general description of the vehicle and its occupants in order to make a report. Mark also the location, time and date for later reference should this information be needed again. Give the information on suspicious cars to your children; they are out and around the neighborhood and see what is going on. Patrol the area whenever you leave and return home. Street activity is a very good deterrent.
- (2) Tell your neighbors when you are having work done so they will not be concerned. Tell your Community Watch chairman and neighbors when you are going to be away from home, even to the grocery store or dinner out, so they can keep an eye on your home while you are away. Become familiar with your neighbors' cars so you will know who belongs and who does not. Any car that does not belong to your neighborhood should be considered a possible suspect.
- (3) Report suspicious vehicles to your block captain. Do not call the law enforcement agency unless you are reporting an actual crime, suspected crime, or threatening situation.
- (4) Engrave your possessions with your North Carolina drivers license number and take a written inventory. Take photographs of jewelry, silver, antiques and art. Take a photograph of the four walls in every room of your home. Keep one copy of your personal property and photographs in a deposit box or somewhere away from your home.
- (5) Do not give out any information about your home or family over the phone. Do not tell strangers when you will be away. Be suspicious of anyone you do not know. Do not display your name on a mailbox or plaque. Burglars can phone ahead to make sure your house is empty by simply looking up your name in the phone book. However, do put the house number and street name on the mailbox. This helps in locating your home in an emergency situation. Do not advertise living alone. Single persons should list their names in the phone directory with only the first and middle initials.
- (6) Never open your door to strangers. Install a door viewer and chain lock so you can properly identify callers before fully opening your door. Do not be afraid to demand proper identification.
- (7) Do not name tag your house keys. Do not give keys to strange servicemen. Separate auto keys and house keys to avoid duplications. Never leave a key under a doormat, in the mailbox or hanging from a nail. Burglars know all the secret "hiding places."
- (8) Install double cylinder dead bolt locks on all exterior doors 6 inches above or below the present locks. If you use this lock when you are home, leave the key in the lock to prevent a fire trap. Sliding glass doors should be secured with a pin-type locking device or "charlie bar." Window gates and special window locks that can be opened only with a key are effective; however, if you do install these locks, leave the key in them when you are home.
DO NOT CREATE A FIRE TRAP.
- (9) Keep garage doors closed and locked. An empty garage is a reasonably good sign that the homeowner is away. Lock up any tools that may be used for prying or breaking.

- (10) When away from home, make your home look and sound occupied. Keep some interior lights burning. To create the appearance that someone is at home, use a timer to turn lights on and off at normal times. (A radio playing adds to the illusion that the home is occupied.) When in doubt a thief usually looks for an easier target. Your home's exterior should be well lighted. Do not leave blind spots where burglars can hide.
- (11) Keep a dog if you can. A barking dog is still one of the most effective burglar alarms. Burglars would rather find another house than hassle with an angry dog.
- (12) Do not confront a burglar. If he confronts you, be passive. Tell him you are not going to try to stop him. Let him do what he wants, but study him. Remember what he looks like. How tall, what color hair, eyes and clothing? How did he talk? What did he say? Seek out identifiable characteristics and remember them for the investigating officer.
- (13) Before you leave for an extended period, inform your neighbor and chairman. Ask the law enforcement agency for an away from home "Home Security Check." They will need to know about your departure and return dates and a phone number to reach you in case of an emergency.

HOW TO REPORT A CRIME TO LAW ENFORCEMENT OFFICERS

When reporting a crime be sure to answer the following questions:

1. WHO are you?
2. WHERE are you calling from?
3. WHAT crime is being committed?
4. WHERE is the crime occurring?
5. HOW many people are involved?
6. WHAT do they look like?
7. WHAT do their vehicles look like?

TELEPHONE NUMBERS YOU SHOULD KNOW

Police/Sheriff _____

Fire Department _____

Ambulance _____

GUIDELINES FOR THE PLACEMENT OF COMMUNITY WATCH SIGNS ON THE STATE HIGHWAY SYSTEM RIGHT-OF-WAY

- (1) The location of each Community Watch sign on the state highway system right-of-way must be approved by the Division Engineer in your area after a traffic engineering review has determined such sign(s) will not interfere with or impair the effectiveness of official highway traffic control or regulatory signs.**
- (2) Community Watch signs will not be allowed within the fully controlled access limits of right-of-way on the state highway system.**
- (3) The Traffic Engineering Branch of the Department of Transportation has designed a standard sign that must be ordered through Prison Enterprises. The county sheriff's department can order this sign directly for the citizens, or the local municipality's police department can have the League of Municipalities order the signs from Prison Enterprises. The standard sign reads, "This Area Observed by Community Watch Citizens," which includes a location at the bottom of the sign for the name of the local law enforcement agency only. The sign is 24 X 18" and white on green reflectorized background.**
- (4) The cost of the Community Watch signs, the cost for erection of these signs, and the maintenance cost for these signs shall be the responsibility of the person or organization requesting permission to place such signs on the state highway system right-of-way. Should the Community Watch signs not be properly maintained, the Department of Transportation reserves the right to remove such signs.**
- (5) The cost of the Community Watch signs for a city or town ordering through the League of Municipalities is \$13.93. It will take approximately three to four weeks for delivery of the signs after the order is received by Prison Enterprises. There is no difference in price or in the length of time for delivery if ordering the Community Watch signs in bulk.**

WHO TO CONTACT FOR ADDITIONAL INFORMATION ON COMMUNITY WATCH

**Special Assistant for Local Law Enforcement
Department of Crime Control and Public Safety
P. O. Box 27687
Raleigh, N. C. 27611
Phone: (919) 733-2126**

**The National Sheriff's Association
Suite 320
1250 Connecticut Avenue
Washington, D.C. 20036
Phone: (202) 872-0422**

**Governor's Office of Citizen Affairs
Administration Building
116 West Jones Street
Raleigh, N. C. 27611
Phone: 1-800-662-7952**

Your Local Police Department

Your Local Sheriff's Department

INVENTORY YOUR VALUABLES ON THIS CHART

[illegible]

BURGLARY PREVENTION CHECKLIST FOR HOMES

Survey your home with this check list. Every "no" check mark shows a weak point that may help a burglar. As you eliminate the "no" checks, you improve your protection.

Go through this list carefully and systematically. You may want to look over this situation in daytime, when most house burglars work, as well as in the night.

Remember, this check list only points out your weak points. You are not protected until these are corrected. Complying with those suggestions will not, of course, make your property burglar proof, but it will certainly improve your protection.

DOORS

YES NO

1. Are the locks on your most used outside doors of the cylinder type? ☐ YES ☐ NO
2. Are they of either the deadlocking or jimmy-proof type? ☐ YES ☐ NO
3. Can any of your door locks be opened by breaking out glass or a panel of light wood? ☐ YES ☐ NO
4. Do you use chain locks or other auxiliary locks on most used doors? ☐ YES ☐ NO
5. Do the doors without cylinder locks have a heavy bolt or some similar secure device that can be operated only from the inside? ☐ YES ☐ NO
6. Can all of your doors (basement, porch, french, balcony) be securely locked? ☐ YES ☐ NO
7. Do your basement doors have locks that allow you to isolate that part of your house? ☐ YES ☐ NO
8. Are your locks all in good repair? ☐ YES ☐ NO
9. Do you know everyone who has a key to your house? (Or are there some still in possession of previous owners and their servants and friends?) ☐ YES ☐ NO

WINDOWS

YES NO

10. Are your window locks properly and securely mounted? ☐ YES ☐ NO
11. Do you keep your windows locked when they are shut? ☐ YES ☐ NO
12. Do you use locks that allow you to lock a window that is partly open? ☐ YES ☐ NO
13. In high hazard locations, do you use bars or ornamental grille? ☐ YES ☐ NO
14. Are you as careful of basement and second floor windows as you are of those on the first floor? ☐ YES ☐ NO
15. Have you made it more difficult for the burglar by locking up your ladder, avoiding trellises that can be used as a ladder or similar aids to climbing? ☐ YES ☐ NO

GARAGE

16. Do you lock your garage door at night? ☐ YES ☐ NO
17. Do you lock your garage when you are away from home? ☐ YES ☐ NO

GARAGE (cont'd)

YES NO

18. Do you have good, secure locks on the garage doors and windows? ☐ YES ☐ NO
19. Do you lock your car and take the keys out even when it is parked in your garage? ☐ YES ☐ NO

WHEN YOU GO ON A TRIP

20. Do you stop all deliveries or arrange for neighbors to pick up papers, milk, mail, packages? ☐ YES ☐ NO
21. Do you notify a neighbor? ☐ YES ☐ NO
22. Do you notify your sheriff. They provide extra protection for vacant homes. ☐ YES ☐ NO
23. Do you leave some shades up so the house doesn't look deserted? ☐ YES ☐ NO
24. Do you arrange to keep your lawn and garden in shape? ☐ YES ☐ NO

SAFE PRACTICES

YES NO

25. Do you plan so that you do not need to "hide" a key under the door mat? ☐ YES ☐ NO
26. Do you keep as much cash as possible and other valuables in a bank? ☐ YES ☐ NO
27. Do you keep a list of all valuable property? ☐ YES ☐ NO
28. Do you have a list of the serial numbers of your watches, cameras, typewriters and similar items? ☐ YES ☐ NO
29. Do you have a description of other valuable property that does not have a number? ☐ YES ☐ NO
30. Do you avoid unnecessary display or publicity of your valuables? ☐ YES ☐ NO
31. Have you told your family what to do if they discover a burglar breaking in or already in the house? ☐ YES ☐ NO
32. Have you told your family to leave the house undisturbed and call the sheriff or police if they discover a burglary has been committed? ☐ YES ☐ NO

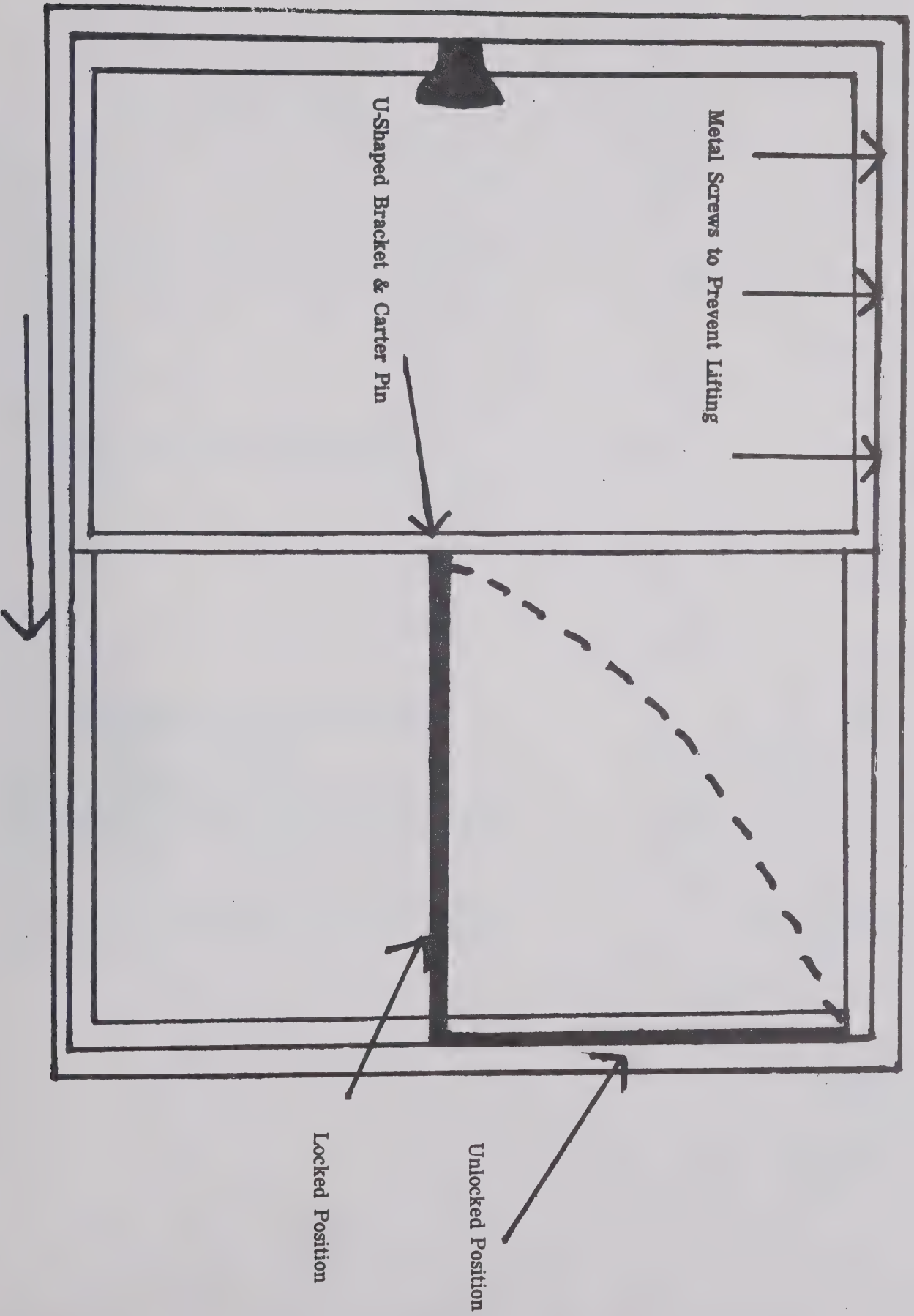
This checklist was designed to help you go through your home and make a check to see that you are not inviting a burglary by having an "open house". The checklist covers the common areas of weakness in residential security.

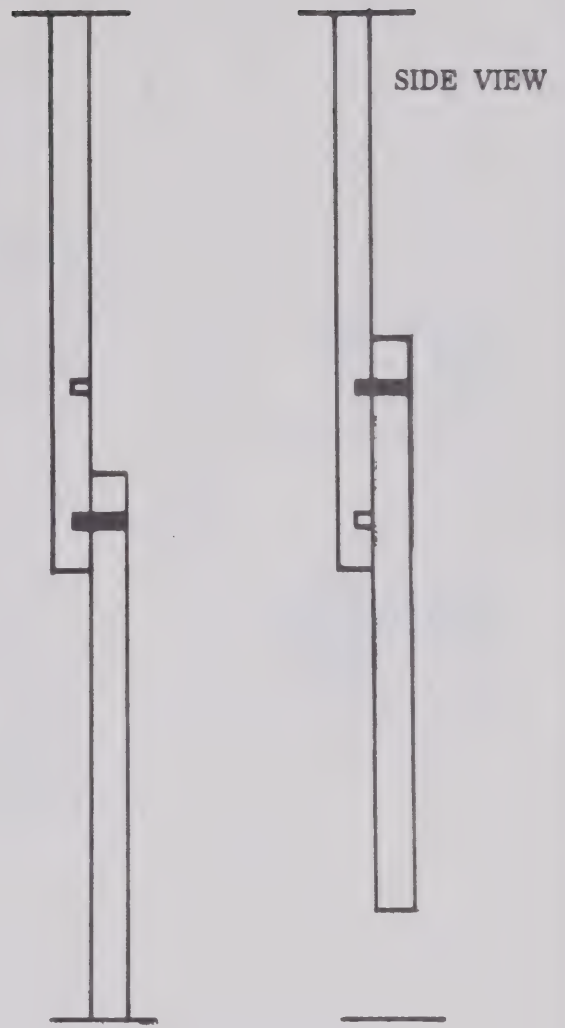
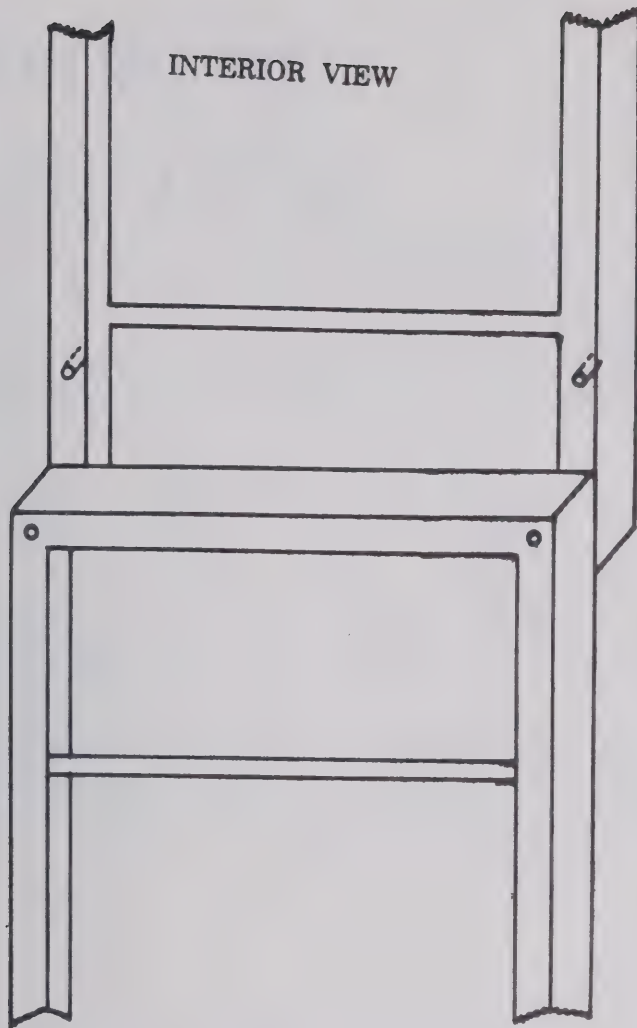
If you would like professional advice and assistance in a thorough home security inspection, call your local law enforcement agency.

To keep your guard, take a critical look at your home security every three to four months. Don't become lax—crime prevention is a continuous process.

CHARLIE BAR METHOD

- 8 -



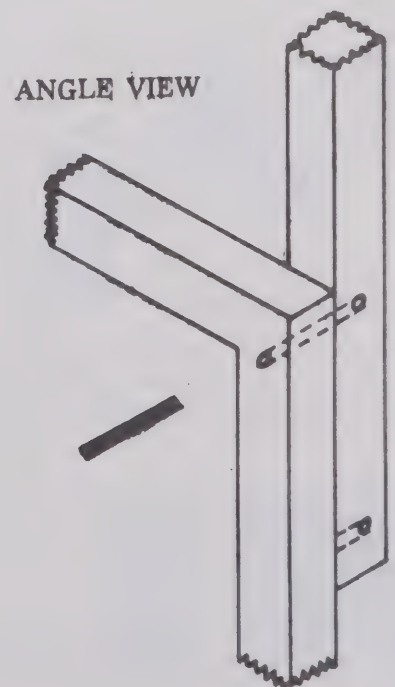


DOUBLE HUNG WINDOW SECURITY (Pin Method)

Drill a hole through inside sash at top of each corner and halfway through outside sash. Insert a ten-penny nail into hole; measure flush with window and cut off head.

If window needs to be opened for ventilation, drill an additional set of holes up as far as you want the window open.

For removal, use a magnet.



DOORS

HINGED DOORS

The most common door type in houses and apartments for use in front entries, porch doors and doors from garages and basements into the living area of a residence is the hinge door. It is important that all exterior hinge doors be of solid core construction, if made of wood, or that metal clad doors be used. Hollow-core or composition board doors can easily be battered or bored. When checking the security of your doors, the door itself and the hinges, locks and other hardware must be considered.



LATCH WITHOUT PLUNGER

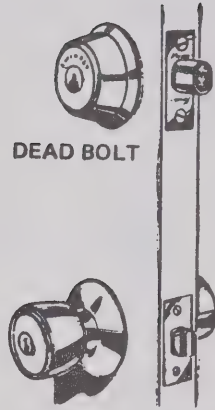


LATCH WITH PLUNGER

PLUNGER

For all key-in-the-knob locks, a dead-latching plunger type is recommended. Check for the features above.

The most frequently used lock for hinge doors is the key-in-the-knob latch lock. These locks can be forced by breaking off the knob, and frequently they can be opened by prying or slipping a piece of plastic between the jamb and the bolt. Key-in-the-knob locks can effectively be supplemented by the addition of a deadbolt.



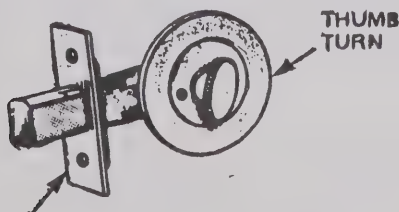
DEAD BOLT

KEY-IN-THE-KNOB

DOORS

LOCKS FOR HINGED DOORS

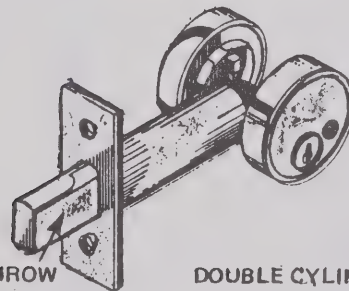
The best defense for a good metal or solid core wood door is a deadlock with a one inch throw bolt. If there are no windows in or near the door, the bolt may be operated from inside by a thumb turn. Outside operation can be by key or combination.



THUMB TURN

STRIKE PLATE

When installing a deadbolt, attach the strike plate to the door with three inch brass wood screws. The screws should penetrate through the frame to a structural member.

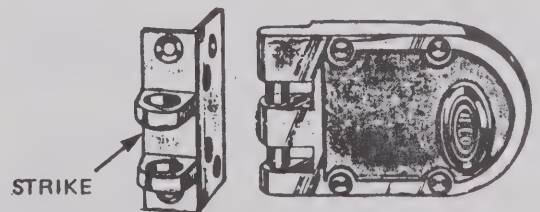


1" THROW

DOUBLE CYLINDER DEADLOCK

Special care must be taken to allow for emergency exit. Occupants must have access to keys.

If your door has glass panes or if there are windows within forty inches of the lock, a double cylinder deadlock is recommended, so that a key is required from either side of the door.

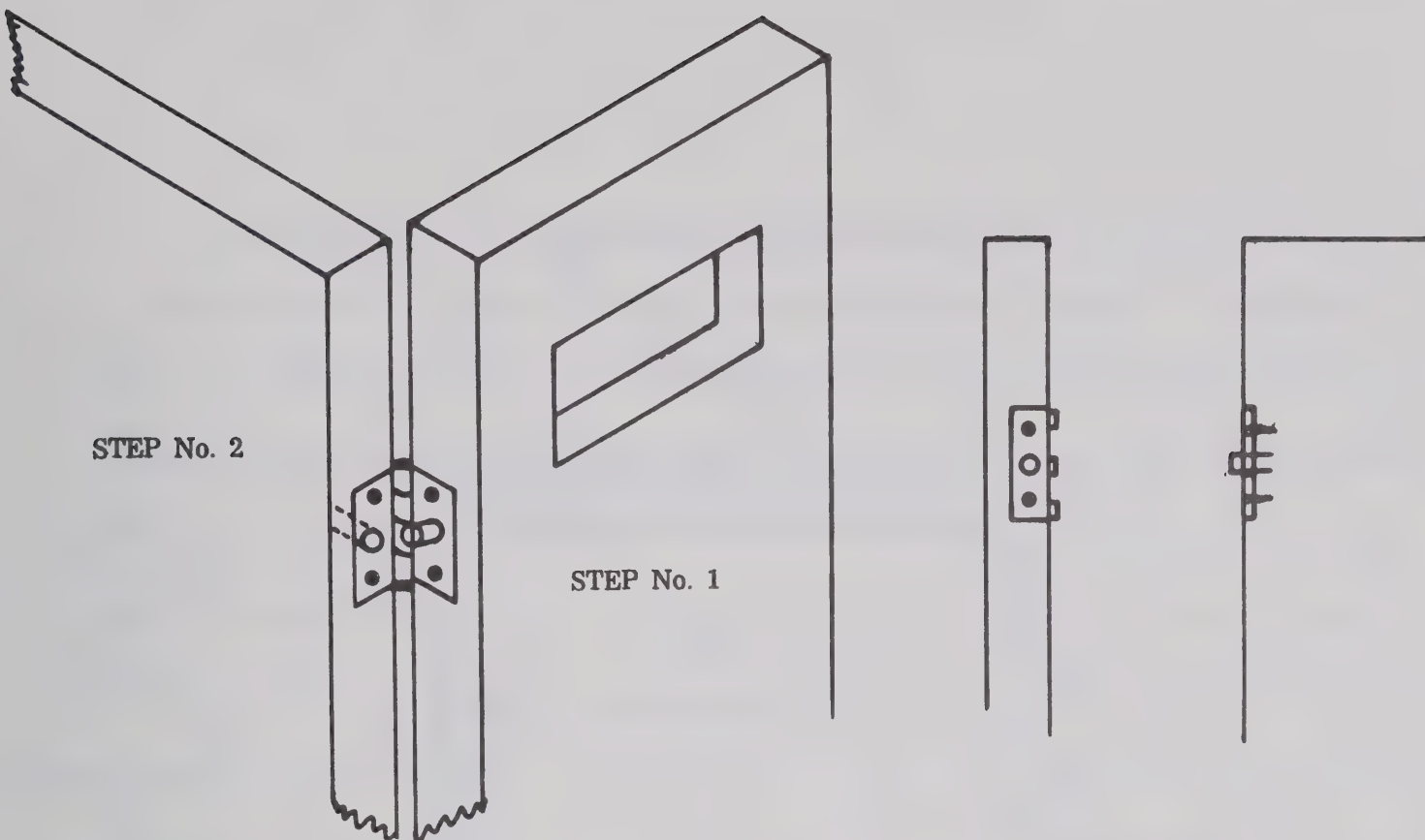


STRIKE

The jimmy-proof deadlock shown above can be used on any hinge door where the strike can be securely fastened to the door frame. These locks come in double cylinder and inside thumb operated models.

STEP No. 2

STEP No. 1



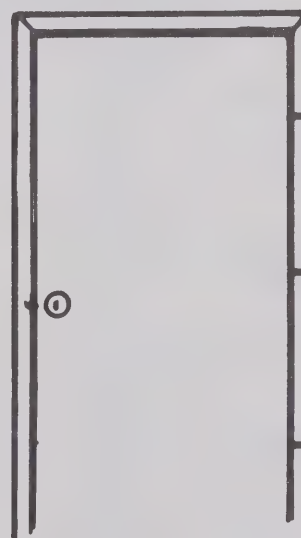
DOOR HINGE SECURITY (Sex Bolt Method)

The most economical technique in securing door hinges in the prevention of illegal entry by removing hinge pins or prying hinges off, is by installing a "sex bolt"

STEP No. 1 — On door face hinge plate, a hole should be drilled through plate and install a 3 in. hex bolt. Bolt should be screwed into door face 2 ½ in. leaving a ½ in. exposure.

STEP No. 2 — On door stile hinge plate, a hole should be drilled 3/8 in. deep.

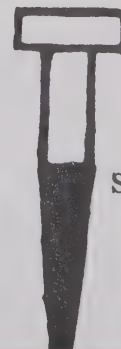
(Note: Hole should be directly oppsite of Step No. 1). As door hinge is closed, exposed hex bolt will insert into hole causing a locking position. (See diagram).



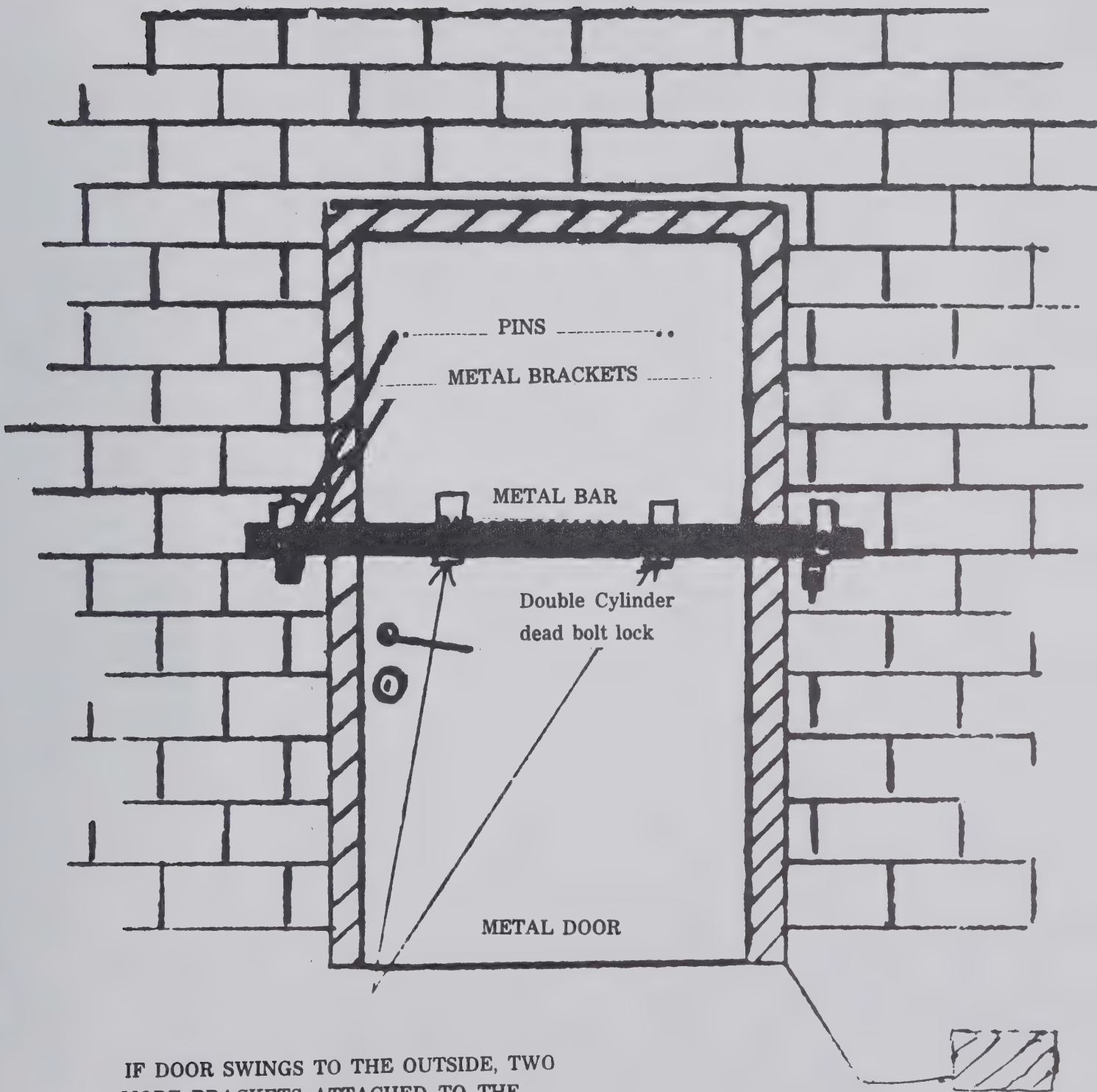
HEX BOLT USED IN "SEX BOLT" METHOD



TOP VIEW



SIDE VIEW



IF DOOR SWINGS TO THE OUTSIDE, TWO
MORE BRACKETS ATTACHED TO THE
DOOR ITSELF ARE NEEDED.

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